Montana Office of Public Instruction
Denise Juneau, State Superintendent
opi.mt.gov

JUMP Newsletter

Welcome to *JUMP,* the OPI online assessment newsletter. *JUMP* is published several times during the year to announce important assessment and data events. It provides up-to-date information necessary for the administration of statewide assessments and the accompanying data collections.

In this issue:

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MontCAS Watch List

We know how busy you are, so we've created a list of a bunch (18 to be exact) of things to be watching out for.

1. CRT and Alt Test Security Agreements: **System Test Coordinators** and **Principals/authorized representatives** must submit a test security agreement for the CRT & CRT-Alternate Science after testing is complete at the following link: http://iservices.measuredprogress.org/ .

2. Smarter Test Security Agreements: **System Test Coordinators and principals/authorized representatives** must submit a test security agreement for the Montana Smarter after testing is complete. The agreement will be posted on www.mtsmarter.measuredprogress.org along with instructions.

3. NCSC Test Security Agreements: **NCSC Test Administrators** and System **Test Coordinators** must sign the test security agreement on the OPI website: http://opi.mt.gov/curriculum/MontCAS/Index.html?gpm=1_4#gpm1_6. System Test Coordinators are instructed to keep all signed agreements for their records.

NOTE: System Test Coordinators will provide training and use a training log for all MontCAS assessments to be filed at each school or system, depending on where the training occurred. A training log template is posted online at: http://www.opi.mt.gov/pdf/Assessment/General/15TestAdminTrainingLog.docx

4. ART Usernames and Passwords: System Test Coordinators should have received their ART Username and Password by 3:00 p.m. on March 10 to be able to create accounts for testing staff and modify student accessibility and accommodations settings.

- If you did not receive your ART username and password please add the following email address as a contact or ask your IT coordinator to set it as an approved contact: Smarter-DoNotReply no-reply@measuredprogress.org .

- Once you have done this, email montanahelpdesk@measuredprogress.org, and ask to have your username and password resent. If you need help adding the email address as a contact, do check with the help desk as well.

5. ART Training Modules: Two training modules on using the Administration and Registration Tool (ART) are on the OPI Smarter page: http://www.opi.mt.gov/curriculum/MontCAS/#p7GPc1_4 under Training. "ART Narrated Module" is intended for System Test Coordinators and school coordinators, and "Smarter Test Administrator Narrated Module" is intended for those who will administer the Smarter ELA and Math.

6. Smarter Test Administration Interface: Test Administrators can log in to the TA Interface by entering their usernames and passwords at: https://mtsmarter.measuredprogress.org/portal/ .

7. Smarter Test Administration Script and Instructions: Be sure to print out the Smarter Test Administration Script and Instructions for your Test Administrators prior to testing. They are on pages 40-50.

8. Access for ELLs Data: Districts can expect to receive reports and will be able to access data on MetriTech's secure site from the 2014-15 ACCESS for ELLs testing in early April. Districts will need to review student scores to make participation decisions. The deadline to update AIM with changes in LEP status is June 30th. Electronic data will be available through MetriTech. Contact MetriTech Customer Service at 800.747.4868 with district information to request access.

9. NCSC Alternate Training and Certification: The Test Administrator and Test Coordinator online training and certification, required to access the test administration portal, will be available March 9-May 15, 2015.

10. NCSC Alternate Paper Sample Items: Paper sample items are available can be requested by contacting Yvonne Field at yfield@mt.gov.

11. Alternate Late Registration: Please contact Judy Snow at jsnow@mt.gov or 406.444.3656 to register students who enrolled after January 23, 2015 and need to take the CRT-Alternate Science and after March 19 for the NCSC Alternate ELA and Math.

12. NCSC Alternate Accommodations: During the administration of the NCSC Alternate ELA and Math, a student may use accommodations that are listed in his/her IEP and are consistent with NCSC accommodations policies. Information about NCSC accommodations can be found at the following link with a username and password: https://teacher-ncscpartners.ctb.com/user/login.

13. CRT Science Test Development Events: You are invited to nominate yourself and/or a colleague to participate in

- All sessions are located in Helena
- Training is included in each session
- Lodging is provided for participants living 90 miles or more from Helena. In addition, mileage, meals not provided during the sessions, and substitute pay are reimbursed. Renewal units are also available.
- We look forward to hearing from you soon. Nominations should be made by March 26 and have approval from your administrator prior to registration. Nomination is online at the following link: http://iservices.measuredprogress.org/ContractProgram.aspx?ProgramID=11 . Select "CRT and CRT-Alternate Meeting Registrations"
- You will be contacted by April 1 regarding your selection.

Date	Event	Participants
April 20 (Grades 4 and 8) April 21 (Grade 10)	Science Content Review	Panels of six elementary, middle school, and high school teachers, including special education and LEP teachers Science Grades 4, 8, and 10
April 22	Science Bias Review	One Panel of ten Montana educators, administrators and others to review the Science items at grade 4, 8, and 10 for any potential bias or sensitivity issues.

14. **ACT Test Administration Training:** ACT Test Coordinators can find the ACT Test Administration Training at the following link: http://www.act.org/aap/montana/trained.html.

15. **ACT Pre-Test Session:** ACT Test Coordinators will receive materials for the pre-test session the week of March 16. Remember that pre-test sessions MUST be completed before the test date.

16. **Reporting Non-Participation:** System Test Coordinators must use the MontCAS Online Reporting System to report students who did not participate in the MontCAS assessments (except ACT). The report will be available February 17-May 31, 2015.

17. **Requesting **standard accommodations for general education students**: **standard accommodations may be requested for general education students for the CRT Science February 17-March 3. Requests can be made on the MontCAS Online Reporting System.

18. **Requesting nonstandard accommodations**: System Test Coordinators can request non-standard accommodations for the CRT Science and Smarter ELA and Math using the MontCAS Online Reporting System. The window to make requests is February 17-March 18, 2015. Requests must be approved before non-standard accommodations may

2014-2015 Assessment Schedule

Assessment Window	Assessment	Grade
December 3-January 28	English Language Proficiency	K-12
January 5-January 23	**Assessment Registration Collection**: Initial registration for MontCAS Assessments	3-8, 10-11
February 17-March 24	CRT-Alternate Science	4, 8, 10
March 3-March 24	CRT Science	4, 8, 10
March 19	**Test Window Count Date**: Student data must be accurate as of this date.	3-8, 10-11
March 25—May 28	Montana Smarter English Language Arts and Math	3-8, 11
March 30-May 15	NCSC Alternate English Language Arts and Math	3-8, 11
April 28 (Initial Test Date)	ACT Plus Writing for Public School Students	11
April 28– May 12 (Accommodations Window)	ACT Plus Writing for Public School Students	11
May 12(Makeup Day)	ACT Plus Writing for Public School Students	11

For CRT and ALT and Smarter:
Montana Help Desk
1-888-792-2741

montanahelpdesk@measuredprogress.org